

Agenda Report

July 20, 2015

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: APPROVAL OF CONTRACT WITH PASADENA HUMANE SOCIETY & SPCA TO PROVIDE ANIMAL CONTROL SERVICES FOR FIVE YEARS AT ANNUAL COST OF \$1,148,117

RECOMMENDATION:

It is recommended that the City Council:

1. Find the proposed action is exempt from the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3). The General Rule that CEQA only applies to projects that may have an effect on the environment;
2. Authorize the City Manager to enter into a contract with the Pasadena Humane Society & SPCA without competitive bidding pursuant to the City Charter Section 1002(F), contracts for professional or unique services;
3. Grant this contract an exemption from the competitive selection process of the Competitive Bidding and Purchasing Ordinance pursuant to Pasadena Municipal Code 4.08.049(B) contracts for which the City's best interest are served;
4. Authorize the City Manager to enter into a contract with Pasadena Humane Society & SPCA for five years in an amount not to exceed \$1,148,117 per year in years one and two and which escalates by CPI for the remaining three years of the contract; and
5. Authorize the Pasadena Humane Society & SPCA to retain the first \$80,000 of the animal licensing revenue and split the remainder with the City on a 50/50 basis in consideration of operating the animal licensing and canvassing program.

BACKGROUND:

Since 1904 the City of Pasadena has contracted with the Pasadena Humane Society & SPCA (PHS) for the provision of animal control services and to meet the California Health and Safety Code (Section 121690) which mandates that the governing body of each city maintain an animal control shelter system and a rabies control program.

These services include serving as the City's appointed Poundmaster and performing all the powers and duties conferred and imposed upon the Poundmaster by the Pasadena Municipal Code (PMC) and applicable State laws. Staff recommends that the City enter a five-year contract with PHS to continue to provide animal control services for the period September 1, 2015 – August 31, 2020.

The proposed contract outlines the following services to be provided by PHS:

1. Patrol services Monday through Saturday from 6:00 AM to 6:00 PM, and until 9:00 PM during daylight savings time, including two hours per week of patrol and enforcement at the dog park;
2. Pick up and impound of stray animals;
3. Response and assistance to calls regarding predatory wildlife until the California Department of Fish and Wildlife can respond;
4. Animal bite investigations and, where appropriate quarantines;
5. Enforcement of the City's spay and neuter ordinance by ensuring that canines and cats not be released to Pasadena residents unless and until the pet complies with the adopted spay and neuter ordinance;
6. Provide low cost spay and neuter clinics, vaccination clinics, behavior and training classes, humane education programs, wildlife education and rehabilitation, and response to natural disaster situations;
7. Investigation of cruelty to animal charges and complaints for barking and/or excessively noisy dogs and other animals;
8. Disposal of carcasses of animals which come into its possession in the performance of the powers conferred by the PMC, in response to requests for removal from private property, and all dead wild and domestic animals from public streets and property;
9. Maintenance of a City Pound that provides shelter, care and emergency veterinary services and suitable for the keeping and safe holding of animals which are by law subject to impound;
10. Issuance of citations to appear in court as prescribed by state or local law;
11. Quarantine of any animal as deemed necessary by the City's Public Health Department; and
12. Operation of the animal licensing and canvassing program and maintenance of a database to track the population of dog breeds within the City.

Most of the services listed above are the same, or similar, to those in the existing contract. The main difference is the contract length. Past contracts have been for three years. In recognition of the long-standing relationship between the two organizations this new contract is for five years. The other differences between the existing and the proposed contract solidify the programs that were not yet in place at the time of the existing contract, namely operation of the animal licensing and the canvassing program and enforcement of the new mandatory spay and neuter ordinance. Attachment A contains information and data collected since PHS began operating the animal licensing program in July 2013 and the canvassing program in September 2013.

To address the need to educate residents of the need to spay and neuter their canines and of the requirement that all dogs be licensed, PHS implemented a canvassing program that operates year round. Two PHS employees are in the field five days per week (Tuesday - Saturday), five hours per day. If a dog is easily visible and/or audible from the street, the canvassers attempt to contact the resident and leave license information. The canvassers also drop off license renewal reminders to all known dog-owning households. Also for convenience, the canvassers can issue or renew licenses while in the field. In addition, renewal notices are mailed to all license holders.

Currently, PHS estimates that 27.4 percent of all Pasadena canines are licensed. This is an increase of ten percent over the compliance rate before PHS began their canvassing and education program in September 2013. This also exceeds the national compliance rate of 20 percent. As PHS continues to work within the City, they expect to see the compliance rate continue to increase. All of these efforts are formalized and included in the new contract.

The proposed contract with PHS fully complies with the Prevailing Wage Law (Senate Bill 7) per Resolution 9406 adopted by the City Council on December 15, 2014. PHS has indicated that the award of this contract will result in no new hires to its present workforce.

COUNCIL POLICY CONSIDERATION:

This contract is consistent with the City Council's goal to ensure public safety.

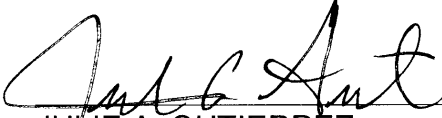
ENVIRONMENTAL ANALYSIS:

This contract is exempt from CEQA review pursuant to State CEQA Guidelines section 15061(b)(3). The contract is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to the provisions of CEQA.

FISCAL IMPACT:

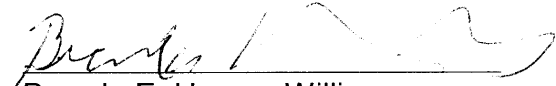
Sufficient funding is available in the Department of Public Works, Administration operating budget (account 10122000-811400) to cover the cost of this contract. The contract amount of \$1,148,117 is effective for the first two years of the contract. During years three, four and five the contract amount will escalate by CPI. Further, in consideration of PHS operating the licensing and canvassing program, they may retain the first \$80,000 of the licensing revenue collected and will split the remainder with the City on a 50/50 basis.

Respectfully submitted,



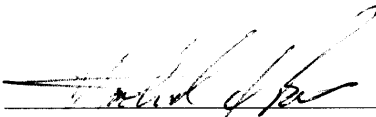
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